

TOWN OF MILLVILLE
Planning and Zoning Commission (P&Z) Webinar Meeting
May 27, 2021 @ 7:00pm

In attendance were P&Z Chairman Pat Plocek; P&Z Secretary Marshall Gevinson; Commissioner Tim Roe; Commissioner Glen Faden; Commissioner Cathy Scheck; Town Manager Debbie Botchie; Administrative Assistant Jennifer Ireland; and GMB Representative Andrew Lyons, Jr.

1. **CALL TO ORDER:** P&Z Chairman Pat Plocek called the meeting to order at 7:00 p.m.
2. **ROLL CALL:** P&Z Chairman Pat Plocek stated everyone was present.
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF P&Z MINUTES** - April 15, 2021
Motion by Mr. Faden to accept the minutes. Seconded by Mr. Gevinson. Motion carried 5-0.
5. **NEW BUSINESS:**
 - A. Review and discuss, a preliminary site plan submitted by Robert Palmer of Beacon engineering, LLC, on behalf of ASF MBTS, LLC for the project known as the Tidewater Utilities Elevated Storage Tank. The site is located in the Millville by the Sea Master (MBTS) Planned Community (MPC); Tax Map Parcel #134-15.00-116.01.
Synopsis: The applicant wishes to discuss the construction and installation of a 139.50' tall, 962 SF (base) water storage tank.

Robert Palmer with Beacon Engineering, LLC., representing MBTS and the developer Tidewater Utilities, stated Tidewater was looking to expand the Ocean View water service district to increase its storage capacity to meet the growing needs of the region. Beacon worked with Tidewater to design a one-million-gallon storage tank. Mr. Palmer stated no trees were to be cleared and the entrance to the property, per DelDOT, is to be more modest than initially designed. He gave a basic overview of the design and function of the water tower, and said it was designed to meet the American Water Works Association required standards D102. Mr. Palmer stated they have submitted to the necessary agencies and have received approval from the Sussex Conservation District. Mr. Lyons stated his comments had been addressed, and because the water tower was near proposed single family homes, the setbacks would be 50 feet, per code. Mr. Gevinson asked for clarification regarding the service area for the tank. Mr. Palmer stated it would serve the region, not just MBTS. Mr. Lyons clarified the system and tank would be owned by Tidewater Utilities and would be tied into the existing communities. Mr. Gevinson asked if there would be additional foliage. Mr. Palmer stated additional landscaping was proposed. Mr. Plocek asked if the biking/walking trail system was going to be extended in front of the property to keep it a continuous path. Mr. Lyons stated it was not a DelDOT requirement, but Mr. Palmer stated he would see about having it on the final. Mr. Plocek asked if DelDOT

was aware of any other use for the property, and if the entrance would be sufficient, for example for a boat storage facility. Mr. Palmer stated any future improvements would be the responsibility of the future development, but the current entrance proposal would be sufficient for a use such as the boat storage facility. He stated ultimately those requirements would be at the discretion of DelDOT. Mr. Plocek requested a letter from Tidewater Utilities stating they would not object to future uses using the Tidewater entrance, provided DelDOT allowed such use. Mr. Plocek also recommended Tidewater install a kiosk at the entrance to explain the storage tank and water process to the public. Mr. Plocek asked approximately how many homes the tank would service. Mr. Palmer stated about 4,000. Mr. Plocek asked if any citizens had comments or questions. Mr. Roe, as a resident of MBTS, asked if the land was being leased. Rod Hart of Ardent Companies, aka ASF MBTS, LLC (via webinar) stated they would be transferring the land required to Tidewater Utilities at no charge to them. They would be responsible for the upkeep/maintenance for their portion of the land only and would only own that portion. Mr. Plocek asked for a motion to recommend the plans to Town Council, with the stipulation the trail system be added to the final plans and a letter of no objection from Tidewater regarding the entrance. Mr. Roe and Ms. Scheck abstained from the vote, as they are residents of Millville by the Sea. Mr. Faden made the motion to recommend to council. Mr. Gevinson seconded. The motion carried 3-0-2 abstentions.

- B. Review and discuss, a preliminary subdivision site plan submitted by Jeff Clark of Land Tech Land Planning, LLC, on behalf of ASF MBTS, LLC, for Millville by the Sea (MBTS) Village 7. The proposed 35 lots would sit on the 7.4 acres site located on Tax Map Parcel #134-12.00-3294.00 and is zoned Master Plan Community (MPC).
Synopsis: The concept plan was reviewed at the February 18, 2021, Planning and Zoning Commission meeting.

Mr. Plocek stated the residents of MBTS, Mr. Roe and Ms. Scheck, would have to abstain from voting on this issue.

Jeff Clark with Land Tech Land Planning, LLC. stated the site plan meets the requirements of the Millville Town Code, the Millville Comprehensive Plan, and the MBTS Development Performance Standards adopted by Town Council. He stated the plans had been refined, since the February concept plan, to address comments from the planning commission and the town engineer. A centrally located, roof covered mail kiosk and pergola with bench was added to the plans. Two off-street parallel parking spots were added directly in front of the mail kiosk, one being marked for handicapped access. Parallel guest parking on the concept plan has been replaced with perpendicular off-street parking to accommodate concerns of the commission. Sidewalks were adjusted to run inside the parking areas to create a continuous path around the perimeter. A proposed stormwater pond will be replaced with an underground structure, creating more open space. Mr. Clark pointed out another pergola with a swing near the northern pond area. He stated that other technical issues had been addressed and recognized the need for other agency approvals prior to final site plan application. Mr. Lyons stated the preliminary plans addressed comments from the concept plan review, met the Millville Comprehensive Plan and

Master Plan requirements, and followed the Town Code. One issue that was discussed at concept was whether or not a path would be put in around the existing pond. Mr. Clark stated the property lines were too close to the embankment and would invade the homeowners' privacy. Mr. Lyons agreed there was no room. Mr. Plocek felt the new community was not adding enough amenities to MBTS. He would like for the developer to consider a fishing pier on the pond. Mr. Faden asked if bike racks could be added to the pergola areas. Mr. Plocek suggested sidewalks added in front of the street parking areas. Mr. Clark agreed to the area near the swing area, but the area to the east had no homes and was not necessary. Mr. Clark stated Ardent Companies was preparing a master amenity plan. It would include multiple levels of design including site-scale (each village), community, and regional. Site-scale would include such things as pergolas, benches, swings, etc. Community amenities would include signage, site lighting, swimming pool, or pickleball, etc. Regional would be for MBTS use, as well as for people from other communities. Mr. Clark stated they would be presenting the "thematic" concept prior to final approval, within 45-60 days. Mr. Plocek stated the commission would like to see the amenity plan prior to the next village being presented. Mr. Roe, as a resident of MBTS stated he agreed with Mr. Plocek, and would like to see the master amenity plan prior to final. Ms. Scheck, as a resident, asked if there was an easement around the pond to allow pedestrians to walk around the pond. Mr. Clark stated many of the property lines went up to the embankment; therefore, people walking around the pond would be encroaching on private property. Mr. Faden motioned to recommend to Town Council, with the stipulations of the sidewalk along the parking lot and additional amenities added. Mr. Gevinson seconded the motion. Motion carried 3-0-2 abstentions.

6. CITIZENS PRIVILEGE

No comments

7. ANNOUNCEMENT OF NEXT MEETING

Mr. Plocek stated the next P&Z meeting was to be June 10, 2021, at 7:00 p.m. if needed.

8. ADJOURNMENT

Mr. Gevinson motioned to adjourn the meeting at 7:55 p.m. Mr. Faden seconded the motion. Motion carried 5-0.

Respectfully submitted and transcribed
by Jennifer Ireland